

**SUBCHAPTER 6  
UNIFORM AND CLOTHING ALLOWANCE**

**350-90. Uniform and Clothing Allowance: General Provisions.** This section applies to the departments specified in ss. 350-91 to 350-93.

**1. PROCEDURE.** The heads of all departments having uniform allowances shall:

a. Establish uniform and equipment specifications.

b. Requisition these items through the procedure established by the department of administration, with the exception of the health department, division of public health services.

c. Establish procurement and inspection procedures for their respective departments.

**2. EQUIPMENT.** All equipment directly paid for out of city funds shall remain the property of the city and shall be properly cared for by the individual to whom issued and shall revert to the respective city department upon the employee's severance from service.

**3. CITY PROPERTY.** Specific items of the uniform which shall be determined by the head of the department shall remain the property of the city and shall revert to the respective city department upon the employee's severance from service unless the employee has served 18 months in uniformed status.

**4. UNIFORM REPLACEMENT.** An employee shall receive the uniform replacement allowance as specified after the first year of service in a uniformed status, to be granted annually in December of each year except in such departments where no initial uniform issue or allowance is granted. The uniform replacement allowance in these instances shall be calculated from the first month of service. All uniform replacement allowances shall be granted annually in December of each year on the basis of the number of months the employee has served during the current year, or upon severance from the service.

**5. MINIMUM DAYS' SERVICE.** No payment shall be made for service in a uniformed status for any calendar month in which the employee is on the payroll for less than 14 days, exclusive of any mandatory furlough time. One full month's allowance shall be granted for service in a uniformed status in any calendar month during which the employee is on the payroll for 14 days or more. In the event of death of an employee of uniformed status, uniform allowance shall be paid for time

accrued, if this amounts to 14 days or more for the calendar month.

**6. DEPARTMENTAL DISCRETION.** At the discretion of the respective department heads, designated employees may not be granted a uniform allowance where circumstances render the situation inappropriate.

**7. PAYMENTS NOT TO AFFECT PENSION.** Payments made under the provisions of ss. 350-90 to 350-93 shall not be construed as being part of the employee's base salary and shall not be included in the computation of any fringe benefits. Such payments shall not have any sum deducted for pension benefits, nor shall such payments be included in any computation establishing pension benefits or payments.

**350-91. Fire Department: Uniform and Clothing Allowance. 1. POSITIONS ELIGIBLE.**

a. Employees in active service and in the following position classifications shall be entitled to a maximum annual uniform and clothing maintenance allowance of \$325 so long as they remain in active service with such position classifications:

a-1. Fire Chief.

a-2. Assistant fire chief.

a-3. Battalion chief classifications.

a-4. Deputy chief, fire.

b. Members of the honor guard shall receive, in addition to the amount provided in par. a, an annual maintenance allowance of \$50. Effective for payments for calendar year 2009 and after, the annual honor guard maintenance allowance shall be \$60.

**2. INITIAL ITEMS.** a. Each employee promoted to the rank of battalion chief shall upon regular appointment to such rank be provided with one approved coat and one pair of approved trousers and one white helmet.

b. Effective June 1, 2008, employees promoted to the rank of battalion chief shall upon regular appointment to that rank be provided with one dress coat, one 8-point dress cap, one pair of dress trousers and one dress overcoat. These items shall be provided on a one-time only basis.

**3. SUMMER CLOTHING.** Employees promoted to the rank of battalion chief shall upon regular appointment to such rank be provided with one summer jacket on a one-time only basis.

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**4. REPLACEMENT.** a. The department shall replace articles of initial allowance of uniforms for fire dispatch supervisor whenever such articles have been condemned on account of normal wear and tear by the fire chief or the chief's designee.

b. The department shall replace articles of initial issue and, in addition, firefighting gloves and boots for classifications listed in sub. 1-a-1 to 4, whenever such articles have been condemned by the chief on account of normal wear and tear.

**5. SAFETY SHOE ALLOWANCE.** Nonrepresented management employees in active service and in the following position classifications shall be entitled to the standard safety shoe allowance provided represented employees, as negotiated by collective bargaining agreement, so long as they remain in active service in such positions:

- a. Fire equipment repair manager.
- b. Fire equipment repairs supervisor.

### **350-92. Police Department: Uniform and Clothing Allowance.**

**1. POSITIONS ELIGIBLE.** Employees in active service and in the following position classifications shall be covered by the provisions of this section so long as they remain in active service, within these position classifications:

- a. Chief of police.
- b. Assistant chief of police.
- c. Deputy chief of police.
- d. Police commander.

**2. REPLACEMENT ALLOWANCE.** Department members covered by this section shall be entitled to receive a clothing allowance of \$450 per year. Payment made under this subsection shall be paid in December of the year in which they were earned. Pro rata adjustment to the nearest calendar month on the basis of length of service will be made for eligible employees serving less than a full calendar year. For purposes of prorating, an employee on the payroll for at least 14 days in a calendar month shall be entitled to receive the payment provided under this subsection for that calendar month. An employee on the payroll for less than 14 days in a calendar month shall not be entitled to receive payments provided under this subsection for that calendar month.

**3. UNIFORMS DAMAGED IN THE LINE OF DUTY.** Members of the police force occupying the position classifications specified

in sub. 1 shall be compensated for items of uniform and equipment prescribed by the police department which are directly or indirectly destroyed in the line of duty. In each instance, the chief of police shall determine the amount of compensation.

**4. APPLICABILITY.** During a calendar month an employee shall not be entitled to receive uniform allowance benefits under both sub. 2 and a collective bargaining agreement.

**5. UNREPRESENTED POLICE AIDE POSITIONS.** Uniform and equipment benefits for employees in the police aide job classification assigned to the personnel division and to the internal affairs division shall be as follows:

a. Initial Allowance. a-1. For an employee appointed to the police aide job classification on or after July 1, 1983, the city shall provide an initial uniform and equipment issue, the specific items of which shall be determined by the chief of police.

a-2. The initial uniform and equipment issue, which can be changed from time to time as determined by the chief shall, as of July 1, 1983, include 2 pair of trousers, and as of December 27, 1999, one jacket.

a-3. These specific items shall remain the property of the city and shall revert to the police department upon an employee's severance from service unless the employee has served 18 months in a uniformed status.

b. Replacement and Maintenance Allowance. b-1. The city shall replace articles of initial allowance of uniform and equipment prescribed by the chief of police and, in addition, up to 2 shirts per year whenever such articles have been condemned on account of normal wear and tear. The chief of police shall issue a requisition to a vendor selected by the central board of purchases for each replacement article required. Whenever an article has been replaced through requisition, the employee shall be required to present the requisitioned article to the police academy for approval, and the employee shall be required to turn in the condemned article at the police academy.

b-2. The city shall provide an employee covered by this subsection a uniform and equipment maintenance allowance of \$125 per calendar year. Eligibility for earning uniform maintenance allowance shall start on the date the employee first attains 12 months of active service in the police department in a uniformed

status. An employee shall first be eligible to receive the uniform maintenance allowance he or she has earned on the December next following the attainment date. The amount which the employee receives shall be prorated on the basis of his or her active service between the attainment date and the next December 31, computed to the nearest month. For purposes of prorating, an employee who is a police aide for at least 14 days in a calendar month shall be deemed as having been in active service for the full calendar month. An employee who is a police aide for less than 14 days in a calendar month shall not be deemed as having been in active service at all during that calendar month.

b-3. During a calendar month employees shall not be entitled to receive benefits under both this section and the collective bargaining agreement for represented police aides.

**350-93. Harbor Commission: Uniform and Clothing Allowance.** The positions listed below may qualify for uniform allowance. Designated personnel of the harbor commission may receive items of uniform necessary for proper maintenance up to the maximum allowance authorized.

	<b>Maximum Initial Allowance</b>	<b>Maximum Annual Replacement Allowance</b>
Harbor master	0	\$90
Harbor master deputy	0	\$90

**350-94. Management Employees: Safety Shoe Allowance.** Management employees, other than those covered by s. 350-91-5, who work in a classification which requires the wearing of an approved safety shoe, shall be entitled to the standard safety shoe allowance provided to subordinate represented employees. Payments made under this section shall not be construed as being part of an employee's base salary and shall not be included in the computation of any fringe benefits. Such payments shall not have any sum deducted for pension benefits, nor shall such payments be included in any computation establishing pension benefits or payments.

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